CLAYTON PARISH COUNCIL EXTRAORDINARY MEETING
MEETING HELD AT CLAYTON VILLAGE HALL – 28TH JUNE 2021 AT 7.30PM

Minutes

2021/064 **PRESENT**
Councillors; J Thackwray (Chair), J Pitts, R Player, S Gudgeon, G Shutt, P Jowett, I Findlay & F Ilyas

2021/065 **IN ATTENDANCE**
Helen Rankin, Asst Clerk,
Claire Hepton, clerk

2021/066 **APOLOGIES FOR ABSENCE**
C Thirkill J Vasey, R Houldsworth – apologies approved.

2021/067 **DISCLOSURES OF INTEREST**
None

2021/068 **ADMISSION OF THE PUBLIC**

Minute no 2021/071 & 2021/072 were to be held in closed session. Minute no 2021/070 would be moved up the agenda to save the public having to come in and out of the meeting.

2021/069 **PREVIOUS MINUTES AND MATTERS ARRISING**
Minutes from the meeting on 20th May 2021 were received and approved.
Proposed: Cllr Gudgeon Seconded: Cllr Ilyas
All in favour
Resolved: That the minutes of the meeting on 20th May 2021 were approved

2021/070 **RESTRUCTURE OF THE ALLOTMENT COMMITTEE/TERMS OF REFERENCE**

All members agreed to re-form the allotment committee with council members only. They also agreed to the new terms of reference.
Proposed: Cllr Player **Seconded**: Cllr Ilays
All in favour
Resolved: That the allotment committee membership consist of councillors only.

2021/071 **GDPR**
The clerk updated the council members and explained that the breach had been documented for the council's records. No further action was required.

2021/072 **SUBJECT ACCESS REQUEST (SAR)**
The council as 'data controller' had been made aware of the SAR that had been received. The amount of information required was extensive by comparison to the resources available. All other non-urgent council business was delayed as this was to take priority. As a result, some work would have to be put on hold for a short time. Members had to submit any information on the data subject by 1st July 2021.
Proposed: Cllr Thackwray **Seconded**: Cllr Pitts
All in favour
Resolved: That the SAR took priority at this time and that 'other' non urgent council business may be delayed.

2021/073 **PUBLIC CONSULTATION AND QUESTION TIME**
There being no public in attendance therefore no questions were raised.

2021/074 **TO NOTIFY THE CLERK OF MATTERS FOR INCLUSION OF THE AGENDA FOR THE NEXT MEETING**

2019/075 **DATE OF NEXT MEETING**
The next meeting will be on Thursday 29th July 2021 at 7.00pm at Clayton Village Hall.

There being no further business the meeting closed at 8.30 pm.